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ADDENDUM NO. 1

Date: September 21, 2016

Request for Proposals 17-0201

COST ALLOCATION CONSULTANT SERVICES

It is the vendor's responsibility to ensure their receipt of all addenda, and to clearly acknowledge all addenda within their initial bid response. Acknowledgement may be confirmed either by inclusion of a signed copy of this addendum with the initial bid response, or by completion and return of the addendum acknowledgement section of the solicitation. Failure to acknowledge each addendum may prevent the bid from being considered for award.

This addendum DOES NOT change the date for receipt of bids or proposals.

The purpose of this addendum is to provide answers to various vendor questions under the subject solicitation as follows:

Question 1: RFP attachment titled Lake County, Florida, Federal Funding Clause Set for FTA Grant or Stimulus Program. The preamble to the federal flow-downs document states that only those items noted with an asterisk are applicable however on quick review, we didn't see any starred items. Is this RFP attachment applicable to this procurement and if so, which item should have an asterisk?

Answer 1: Items 5 and 14, and certifications B4 and B5, do not apply.

Question 2. A formal contract document has to be signed by the parties upon award as noted in the cover page and exceptions are permitted under Tab C, however section 1.14 states that this is a binding offer. While our proposed pricing will remain firm, it is our understanding that a binding contract will not form upon award but rather only after such time as the parties have agreed to mutually acceptable terms and conditions and the contract has been executed by both parties.

Answer 2: Award will be consummated via a firm and final contract executed by both parties.

Question 3. Would you disclose the vendor that prepared the County's last CAP?

Answer 3: Not applicable-this solicitation will result in the initial vendor supported study.

Question 4. How many days did this vendor spend onsite each year (conducting department interviews, gathering data, and verifying sources)?

Answer 4: See answer 3

Question 5. What was the annual fee paid to the vendor to prepare the last annual CAP engagement?

Answer 5: See answer 3

Question 6. Was the CAP developed using proprietary software or Excel spreadsheets?

Answer 6: See answer 3

Question 7. Was the CAP prepared using a single step-down or double step-down cost allocation methodology?

Answer 7: See answer 3

Question 8. Is the County satisfied with the current vendor?

Answer 8: See answer 3

Question 9. Please provide an electronic copy (e.g. original PDF or a scan) of the last CAP engagement deliverables.

Answer 9: See answer 3

Question 10. Will financial and statistical information be readily available in both hard and soft copy for the periods under review? Financial information refers to revenue and expenditure summary and detail, payroll, invoices, etc.

Answer 10: Yes

Question 11. When are year-end financials typically available to the vendor?

Answer 11: Unaudited financials are generally available in January of each year. Audited financials are generally available in April.

Acknowledgement of Addendum:

Firm Name: _____ Date: _____

Signature: _____ Title: _____

Typed/Printed Name: _ _____